



PERMITTING AND DEVELOPMENT REVIEW DIVISION  
FREDERICK COUNTY, MARYLAND  
DEPARTMENT OF PERMITS AND INSPECTIONS

30 NORTH MARKET STREET • FREDERICK, MARYLAND 21701  
PHONE (301) 600-2313 • FAX (301) 600-2309

Dear Sir or Madam:

Please fill out this application completely.

According to Section 1-7-99 of the Frederick County Code, the license you are applying for will expire on June 30, of each odd numbered year (example 2009, 2011, 2013). The fee for a new license application received in the last three (3) months of a licensing period ( after March 30<sup>th</sup> and before June 30<sup>th</sup> of the odd numbered year) shall be 50% of the regular license fee.

You may apply for a license in Frederick County if you have:

**Maryland State Electrician's License:**

You must enclose a copy of your current Maryland State License with this application. No bond is required if you hold a State of Maryland Electrician's license.

OR

**Letter of Reciprocity:**

Enclose the ORIGINAL Letter of Reciprocity from the County in the State of Maryland where you secured your original Electrician's License. The letter cannot be older than 30 days.

You are required to have a Ten Thousand Dollar (\$10,000) continuous bond. This bond must be on our form, which is attached.

When you have all the documentation please send all paperwork and a fee of \$235.00 in the form of a check, payable to Frederick County. Our address is: Department of Permits & Inspections, Electrical License Processing, 30 North Market Street, Frederick, MD 21701.

Check off list:

**If you hold a Maryland State Electrician's License include the following:**

- ☐ Application with original signature
- ☐ Electrician's Affidavit (must be notarized)
- ☐ Copy of current Driver's License
- ☐ Copy of current Maryland State Electrician's License
- ☐ Fee of \$235.00

OR

**If you do not hold a Maryland State Electrician's License** but have passed the electrical examination in another county and you are applying by virtue of Reciprocity Letter from another Maryland County include the following documentation:

- ☐ Application with original signature
- ☐ Electrician's Affidavit (must be notarized)
- ☐ Copy of current Driver's License
- ☐ Original Reciprocity Letter (less than 30 days old)
- ☐ \$10,000 continuous bond
- ☐ Fee of \$235.00

This application must be original. No copies, faxes, or e-mails will be accepted. Allow 5 to 8 working days for processing. Please call 301-600-1089 with any questions.



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**APPLICATION FOR ELECTRICIAN'S LICENSE**

OFFICE USE ONLY: Frederick County License Number: \_\_\_\_\_

Type of License (circle one only): Master General      Restricted      Limited      Inactive

If Restricted List Category Number \_\_\_\_\_

To the County Commissioners of Frederick County:

The undersigned does hereby make application for a Master Electrician License as above indicated, and submits the following:

\*\*\*\*\*

Please Print the Information below:

**Licensed Electrician Information**

Electricians Full Name

(First)                      (middle)                      (last)                      (Sr., Jr. III)

Street Address \_\_\_\_\_ P.O.Box \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date of Birth \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Fax \_\_\_\_\_

Pager \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

\*\*\*\*\*

Have you been licensed before in Frederick County under another Company Name?

No \_\_\_\_\_ or Yes \_\_\_\_\_ if yes List name of company \_\_\_\_\_

**Company Information**

**Please note:** Company Information may only be listed if the company name is on your Maryland state license.

Company Name \_\_\_\_\_

Company Street Address \_\_\_\_\_

Company Town, \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Company Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

\*\*\*\*\*

FOR OFFICE USE ONLY

RECEIVED DATE \_\_\_\_\_

By signing below you are certifying, under penalty of perjury that:

I, \_\_\_\_\_, solemnly affirm under the penalties of perjury, that I will uphold the Frederick County Electrical Ordinance. I understand that I cannot sign permits for more than one company or individual. I cannot allow any unlicensed person (unless employed by my company) to do electrical wiring under the authority of my license. I understand that I am responsible for having all permits under my license finalized before the permit will be cleared from my license. I understand that a violation of these requirements could result in suspension or revocation of my license. I also declare that I have prepared and examined this application for electrician's license and it is true to the best of my knowledge.

Electrician's Signature \_\_\_\_\_  
(Must be Notarized)

Notary  
Seal

Electrician's Printed Name \_\_\_\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_

\*\*\*\*\*

## AFFIDAVIT

I do hereby affirm under the penalty of perjury that I am in compliance with the Workmen's Compensation Law (Article 101, Section 1-102, Annotated Code of Maryland) in that:

- ( ) a. I am not an employer required to provide employee coverage by the Workmen's Compensation Law; or
- ( ) b. I am an employer required to provide coverage by the Workmen's Compensation Law and have secured such coverage as evidenced by the certificate of compliance enclosed herein; or
- ( ) c. I am an employer required to provide employee coverage by the Workmen's Compensation Law and have secured such coverage. As evidence of coverage, the following is submitted.

1. Name of Insurance Company \_\_\_\_\_

2. Policy of Binder Number \_\_\_\_\_

\*\*\*\*\*

I have enclosed a copy of my current driver's license      \_\_\_\_\_ yes      \_\_\_\_\_ no

+++++

### OFFICE USE ONLY

License issued by virtue of:

\_\_\_\_\_ Maryland State Electrician's License

License # \_\_\_\_\_ Expiration Date \_\_\_\_\_

\_\_\_\_\_ Letter of Reciprocity:

County the letter originated \_\_\_\_\_

\_\_\_\_\_ Exam taken in Frederick County:

Date of exam \_\_\_\_\_

\_\_\_\_\_ Grandfather

# ELECTRICAL BOND

## FREDERICK COUNTY, MARYLAND

Bond No. \_\_\_\_\_ License No. \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS THAT I/WE, \_\_\_\_\_  
of \_\_\_\_\_ as principle, and \_\_\_\_\_

a corporation of the State of \_\_\_\_\_ with offices at \_\_\_\_\_  
as Surety, are held and firmly bound unto the County Commissioners of Frederick County, Maryland, in the penal sum of **Ten Thousand Dollars (\$10,000.00)**, lawful money of the United States of America, to be paid to the said County Commissioners of Frederick County Maryland, it's successors and assigns, for which payment well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the above bounden Principal has or is about to obtain a license and/or permits to perform electrical work in Frederick County, and

WHEREAS, the said Principal desires to comply with the National Electrical Code by giving bond to cover any and all of the aforesaid work which said Principal may be licensed to, or obtain permits to, perform in said Frederick County.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION ARE SUCH, that if the said Principal shall well and truly comply in all respects with each and every provision of the National Electrical Code and the ordinances, rules and regulations pertaining thereto and shall save and keep harmless the County Commissioners of Frederick County, Maryland, its successors and assigns, from any and all losses suffered from any cause whatever arising out of, or during the performance of any work done under said license and/or permits issued aforesaid, then this obligation shall be void, otherwise to remain in full force and effects.

PROVIDED, further that this bond is continuous and shall remain in full force and effect from \_\_\_\_\_, 20\_\_\_\_, until cancelled by either the Principal or the Surety by giving thirty (30) days written notice of such termination to the County Commissioners of Frederick County, Maryland, in accordance with the provisions of the National Electrical Code, and

IT IS FURTHER UNDERSTOOD AND AGREED, that this bond will continue in effect at least one year after the completion of the work on the Principal's last issued permit prior to such termination.

IN WITNESS THEREOF, the Principal and Surety have hereunto set their hand and seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Witness \_\_\_\_\_

Principle Signature \_\_\_\_\_

Surety Representative \_\_\_\_\_

Witness \_\_\_\_\_

By Attorney-in-fact: \_\_\_\_\_

# MASTER ELECTRICIAN- RESTRICTED

If you are applying for a Master Restricted License  
Indicate the number category you are applying.

**You may only choose one category**

1. Electrically operated heating/air conditioning and refrigeration equipment
2. Motor repairs and services
3. Low Voltage – 50 Volts or Less
4. Or any other electrical equipment, to be specified on license.